



CHAIRMAN

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C. 20415

November 15, 1965

The President
The White House
Washington, D. C.

Dear Mr. President:

From the outset of your Administration you have called for action to reduce costs and improve efficiency. In an early response to this call I committed the Civil Service Commission to a thorough and critical review of its traditional examining system.

The Civil Service Act of 1883 provides for delegating authority to agencies to recruit and examine applicants through Boards of Examiners, which operate under Commission supervision. With Government growth the number of such Boards has gradually increased from a few in Washington and the field to a present number of 668.

As a result of intensive study over the last three years the Commission has now developed plans for modernizing the entire Board examining system for positions at grades GS-1 through GS-15, and for all Wage Board jobs.

In recognition of the shared responsibility of all Federal managers for quality staffing, this new system has been designed with the objective of interagency coordination and cooperation and with the following features:

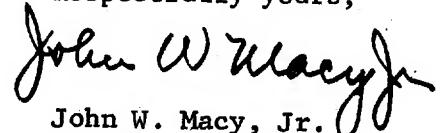
- The principal feature is the gradual consolidation of most of the 668 Boards into a basic network of approximately 60 Interagency Boards in selected major population centers. All Boards will continue to operate under Commission supervision. The examining and geographic jurisdiction of each Interagency Board will be clearly defined to eliminate wasteful duplication and overlapping of effort. This consolidation of Boards, many of which are now run on a part-time basis, into fewer full time operations will result in greater staff competence, improved service to the public and the agencies, a more effective merit system, and reduced total costs.

- The Executive Officer and the operating staff of the Interagency Board will be on the rolls of the Civil Service Commission. Policy direction will be provided by a Board of Directors composed of top Federal executives who will demonstrate the high level interest in improving the quality of staffing.
- Under an interagency cooperative financing plan, the Commission would be reimbursed for operational costs on a fair proportionate basis. This is in contrast to present arrangements where staffing and financing are assumed by the agencies. Significant Governmentwide cost reduction can be anticipated when the new program becomes fully operational.
- The 12 Federal Executive Boards and 58 Federal Executive Associations will be expected to support the implementation of this important interagency approach.
- The Civil Service Commission
 - o will provide leadership, supervision, and general recruiting support,
 - o will announce, schedule, and score large-volume written tests, using the latest computer techniques, and speed the results to the Interagency Boards.
- The Interagency Board
 - o will develop imaginative and vigorous recruitment programs in cooperation with the participating agencies,
 - o will evaluate the experience and training of candidates,
 - o will maintain lists of eligibles and refer eligibles to employing agencies,
 - o will operate a one-stop Federal job information center so that interested citizens, including graduates of the Job Corps and the Neighborhood Youth Corps, can be counseled on job opportunities and will no longer have to visit a number of Government offices to get the information they need,

- o will give strong support to our efforts to become an equal opportunity employer in every sense,
- o will assist in identifying highly able employees for possible reassignment, transfer and promotion to jobs of greater responsibility throughout the service.

Our partnership with the agencies in the development of this program will assure an up-to-date merit recruiting and examining system that will be fully responsive to the needs of the Government and the public.

Respectfully yours,



John W. Macy, Jr.
Chairman

LOCATIONS AND GEOGRAPHICAL COVERAGE OF INTER-AGENCY BOARDS

